

Jensen Memorial Library Minutes - July 7, 2015

Meeting called to order at 4:05 p.m. Open Meetings Act is posted in meeting room.

Sue, Liz, Laurie, Cheryl & Director Janene present. Angie absent.

Minutes from previous meeting were reviewed. Sue moved and Laurie seconded to approve minutes as presented. YES: all in favor NO: no one ABSENT: Angie

No public comment was presented on agenda items.

BILLS SUBMITTED FOR PAYMENT

Bills were reviewed and discussed. Laurie moved and Cheryl seconded approval of the bills. YES: all in favor NO: no one ABSENT: Angie

DIRECTORS REPORT

Budget is on track for the year. Circulation up. Janene to present on ILS price comparisons to city council at the beginning of August, some suggestions were made to include in the meeting. Outdoor landscaping. Staff contacts list is now available in Google Drive.

NEW BUSINESS

- Approval of Monetary Donations Policy - no changes. Sue moved and Liz seconded approval of the policy. YES: all in favor NO: no one ABSENT: Angie
- Approval of Materials Donations Policy - new policy, slight wording changes. Liz moved and Laurie seconded approval of the policy. YES: all in favor NO: no one ABSENT: Angie
- Approval of Customer Conduct Policy - slight changes. Sue moved and Liz seconded approval of the policy. YES: all in favor NO: no one ABSENT: Angie
- Approval of Unattended Children Policy - slight changes. Sue moved to approve the policy with changes suggested and Laurie seconded. YES: all in favor NO: no one ABSENT: Angie
- Approval of Library Telephone Policy - slight changes. Laurie moved to approve the policy and Cheryl seconded. YES: all in favor NO: no one ABSENT: Angie
- Approval of Cell Phone Use Policy - slight changes. Liz moved to approve the policy and Sue seconded. YES: all in favor NO: no one ABSENT: Angie
- Approval of Staff Evaluations Policy - (Policy was tabled in June pending City approval). Sue moved to approve the policy and Cheryl seconded. YES: all in favor NO: no one ABSENT: Angie
- Approval of Director Evaluation Policy - (Policy was tabled along with Staff Evaluation Policy). Laurie moved to approve the policy and Cheryl seconded. YES: all in favor NO: no one ABSENT: Angie

Next meeting will take place on Tuesday, August 11 at 4:30pm

Liz motioned to adjourn. Sue seconded. YES: all in favor. NO: no one ABSENT: Angie

Adjournment occurred at 5:30 pm